

EAST AYRSHIRE COUNCIL

POLICY AND RESOURCES COMMITTEE

**MINUTES OF MEETING HELD ON THURSDAY 10 FEBRUARY 2000 AT 1000
HRS IN THE MEETING ROOM, COUNCIL HEADQUARTERS,
LONDON ROAD, KILMARNOCK**

PRESENT: Councillors Drew McIntyre, Katie Hall, Stephanie Young, Daniel Coffey, Douglas Reid, John Weir, David Macrae, Harry Wilson, Jane Darnbrough, John Knapp, Finlay MacLean, Robert McDill, Eric Jackson, Jimmy Kelly, Tommy Farrell, Provost Jimmy Boyd, Councillors Eric Ross, Elaine Dinwoodie and Robert Taylor.

ATTENDING: David Montgomery, Chief Executive; Fiona Lees, Depute Chief Executive; William Stafford, Director of Community Services; Barbara Haughan, Director of Corporate Services; Stephen Chorley, Director of Development Services; Alex McPhee, Director of Finance; James Lavery, Director of Homes and Technical Services; Margaret Burnell, Senior Depute Director of Education; Kate McVey, Solicitor to Council; Tom McHugh, Head of Accounting Services; Roddy Wallace, Head of Administration; Graham Haugh, Head of Personnel Services; Douglas Campbell, Head of Public Relations and Marketing; Stuart McCall, Senior Solicitor; and Julie Armstrong, Senior Administrative Officer.

APOLOGY: Councillor Alan Campbell.

CHAIR: Councillor Drew McIntyre, Chair.

SUB-COMMITTEE MINUTES

1. There were submitted and approved both as correct records and in respect of any recommendations contained therein, the undernoted Sub-Committee Minutes as contained within Appendices I and II of these Minutes, viz:-

- 1.1 **PERSONNEL AND PROPERTY SUB-COMMITTEE OF 25 JANUARY 2000** - Appendix I.
- 1.2 **CHAIR'S SUB-COMMITTEE OF 26 JANUARY 2000** - Appendix II.

In respect of the undernoted Sub-Committee Minute contained in Appendix III:-

- 1.3 **MEMBERS' SERVICES AND CIVIC CEREMONIAL SUB-COMMITTEE OF 26 JANUARY 2000** - Appendix III.

Councillor McIntyre, seconded by Councillor Jackson, moved approval as a correct record and approval of any recommendations contained therein the above Sub-Committee Minute.

Councillor D Coffey, seconded by Councillor Reid, moved as an amendment that in respect of 3.4(i) the Minute should have referred only to three members of the Administration and one member of the Opposition.

On a division by a show of hands the motion was carried by 11 votes to 7.

BUDGET MONITORING GROUP

2. There was submitted and noted the Minutes of the undernoted Budget Monitoring Group meetings, viz:-

- 2.1 BUDGET MONITORING GROUP OF 30 NOVEMBER 1999 (circulated).**
- 2.2 BUDGET MONITORING GROUP OF 21 DECEMBER 1999 (circulated).**
- 2.3 BUDGET MONITORING GROUP OF 27 JANUARY 2000 (circulated).**

SOCIAL INCLUSION STRATEGIC PARTNERSHIP GROUP

- 3. There was submitted and noted Minutes of the Social Inclusion Strategic Partnership Group held on 21 December 1999 (circulated).

SOCIAL INCLUSION STRATEGIC PARTNERSHIP RESOURCES BUDGET

- 4. There was submitted a report dated 17 January 2000 (circulated) by the Chief Executive which sought approval to utilise the Social Inclusion Strategic Partnership resource budget to fund a range of projects endorsed by the Strategic Partnership Group on 21 December 1999.

It was agreed:

- (i) to allocate a combined total of £8,900 to the projects identified at 3.1 and 3.2 of the report, namely (1) Zero Tolerance - grant to East Ayrshire Zero Tolerance Group - £4,200; and (2) Social Support and Youth Initiative - grant to Stewarton Community Care Forum - £4,700;
- (ii) to £6,000 being set aside for the Irvine Valley Youth Diversion Project on which further work was currently being progressed;
- (iii) to release £2,000 to provide a range of Social Inclusion public information; and
- (iv) otherwise to note the contents of the report.

**HOUSING REVENUE ACCOUNT 2000/2001 -
DRAFT ESTIMATES (item 1, Page 613, 99/02)**

- 5. There was submitted a joint report dated 2 February 2000 (circulated) by the Directors of Homes and Technical Services and of Finance which advised of the outcome of the consultation exercise for the Housing Revenue Account on the Draft Estimates 2000/2001 as considered by the Special Housing Committee on 21 January 2000, and on the associated possible rent levels for 2000/2001.

There was also submitted excerpt from the Special Housing Committee Minutes of 8 February 2000 (circulated) which detailed the recommendations of the Committee as follows:-

- (a) recommend to the Special Policy and Resources Committee to be held on 10 February 2000:-
 - (i) approval of the Draft Estimates for the Housing Revenue Account 2000/2001, as submitted to the Special Housing Committee of 21 January 2000;
 - (ii) approval of a flat rate increase on all house rents of £3.95 per week, over a 48 week period, in order to balance the Housing Revenue Account; and
 - (iii) approval of an additional increase of £0.87 in rents for houses in the former Kilmarnock and Loudoun area; and to note that at the end of

this year rents will be fully harmonised and that subsequent changes in rent levels would apply uniformly across the Council area; and

(b) otherwise to note the terms of the report.

Councillor McIntyre, seconded by Councillor Jackson moved to recommend to Council acceptance of the recommendations of the Special Housing Committee of 8 February 2000 as detailed above.

Councillor Reid, seconded by Councillor D Coffey, moved as an amendment that the terms of the report be noted.

On a division by a show of hands the motion was carried by 12 votes to 7 votes.

BUDGETARY CONTROL SUMMARY STATEMENTS TO 17 DECEMBER 1999 (PERIOD 9)

6. There were submitted and noted the undernoted reports on the current budgetary control position and projected out-turn for the period ended 17 December 1999 (Period 9), viz:-
- 6.1 **POLICY AND RESOURCES (CENTRAL SERVICES)** - Report by Director of Finance dated 24 January 2000.
- 6.2 **POLICY AND RESOURCES (CORPORATE SERVICES)** - Joint report by Directors of Finance and of Corporate Services dated 20 January 2000.

BUDGETARY CONTROL SUMMARY STATEMENT - GENERAL SERVICES REVENUE ACCOUNT - SUMMARY STATEMENT TO 17 DECEMBER 1999 (PERIOD 9)

7. There was submitted a report dated 24 January 2000 (circulated) by the Director of Finance on the current budgetary control position of General Services Revenue Account for the period ended 17 December 1999 (Period 9).

It was agreed:

- (i) to instruct Directors to continue to take all necessary management action to control expenditure within budget without cutting across existing Council policies; and
- (ii) otherwise to note the contents of the report.

BUDGETARY CONTROL SUMMARY STATEMENT - HOUSING REVENUE ACCOUNT TO 17 DECEMBER 1999 (PERIOD 9)

8. There was submitted and noted a joint report dated 27 January 2000 (circulated) by the Directors of Finance and of Homes and Technical Services on the current budgetary control position of the Housing Revenue Account for the period ended 17 December 1999 (Period 9).

STATISTICAL INFORMATION ON REVENUE COLLECTION

9. There was submitted and noted report dated 2 February 2000 (circulated) by the Director of Finance on the position of the Council with regard to billing and collection of local taxes as at 31 December 1999.

ESTABLISHMENT OF RENEWAL AND REPAIR FUND

10. There was submitted a report dated 26 January 2000 (circulated) by the Director of Finance to propose the establishment of a renewal and repair fund.

It was agreed:

- (i) to establish a renewal and repair fund; and
- (ii) otherwise to note the contents of the report.

STRATHCLYDE REGIONAL COUNCIL POST ACCOUNT TRANSACTIONS

11. There was submitted a report dated 2 February 2000 (circulated) by the Director of Finance which sought agreement of Committee to proposals to deal with Strathclyde Regional Council post account transactions.

It was agreed:

- (i) to accept the proposals contained within the report and authorise the Solicitor to the Council to enter into a Minute of Agreement covering the arrangements; and
- (ii) otherwise to note the contents of the report.

ABSENCE MANAGEMENT REPORTS - QUARTER 4

12. There were submitted and noted the undernoted reports on the absence rates for the quarter period ending 31 December 1999 (Quarter 4) in respect of the following Departments, viz:-

- 12.1 **CHIEF EXECUTIVE'S DEPARTMENT** - Report dated 31 January 2000 (circulated) by the Chief Executive.
- 12.2 **CORPORATE SERVICES** - Report dated 24 January 2000 (circulated) by the Director of Corporate Services.
- 12.3 **FINANCE DEPARTMENT** - Report dated 10 January 2000 (circulated) by the Director of Finance.

STATUTORY PERFORMANCE INDICATORS 2000/2001 - DIRECTION 1999

13. There was submitted a report dated 3 December 1999 (circulated) by the Chief Executive on the publication of the Local Government Act 1992, the Publication of Information (Standards of Performance) Direction 1999 by the Accounts Commission.

It was agreed to note:

- (i) the publication by the Accounts Commission of the Direction 1999; and
- (ii) the completion of trial runs on new and amended performance indicators contained within the Direction 1998.

GUIDANCE ON BEST VALUE AND EQUALITIES

14. There was submitted a report dated 2 February 2000 (circulated) to submit details of guidance received from CoSLA on "Mainstreaming: Integrating Equality into all Council Activities" and "Best Value and Equalities".

It was agreed:

- (i) to endorse the guidance on Best Value and Equalities;
- (ii) that the Chief Executive bring to CoSLA's attention that the guidance issued by them is already contained within the Council's Commitment Statement and the Council's four core values;
- (iii) that all Directors ensure that the issues contained within the equalities guidance issued by CoSLA are incorporated within departmental policies, plans and procedures;
- (iv) that any further issues from the equalities guidance issued by CoSLA be addressed through the Equal Opportunities Strategy: Officer Implementation Group; and
- (v) otherwise to note the contents of the report.

SERVICE REVIEW MEMBER/OFFICER GROUP (Item 10, Page 148, 99/02)

15. There was submitted a report dated 26 January 2000 (circulated) by the Chief Executive to agree further appointments to the Service Review Member/Officer Groups being established to consider Service Reviews due to be undertaken within the Council.

It was agreed:

- (i) to note that the Chair of the Policy and Resources Committee (or nominee) would Chair all Service Review Groups;
- (ii) to a total of eight additional appointments (four members from the Administration and four members from the Opposition) allocated between each of the four Services noted in paragraph 3.2 of the report (ie one Administration member and one Opposition member per Service Review);
- (iii) that the names for the Service Review Groups be remitted to Council;
- (iv) to note that the programme for service review across the Council would be considered by the Best Value Sub-Committee of the Policy and Resources Committee at its next meeting and that further nominations for Member involvement in service reviews to commence in the next financial year would be sought at a future meeting in line with the agreed review programme; and
- (v) otherwise to note the contents of the report.

BI-ANNUAL COMMUNITY COUNCIL CONSULTATIVE MEETING

16. There was submitted a report dated 26 January 2000 (circulated) by the Director of Corporate Services on the outcome of the Bi-Annual Consultative Meeting between East Ayrshire Council and East Ayrshire Community Councils held on the evening of 30 November 1999 in Cumnock Town Hall, Cumnock.

It was agreed:

- (i) to note the outcome of the Bi-Annual Consultative Meeting shown in Appendix 1 of the report between East Ayrshire Council and East Ayrshire Community Councils held on 30 November 1999;

- (ii) that issues raised at the meeting by Community Council representatives had been dealt with; and
- (iii) to note that the Director of Corporate Services would undertake arrangements to facilitate the next meeting in the series of bi-annual consultative meetings in late Spring/early Summer 2000.

GRANT APPLICATION - ETHNIC MINORITIES LAW CENTRE (EMLC)

17. There was submitted a report dated 27 January 2000 (circulated) by the Director of Education to consider a request for funding from the Ethnic Minorities Law Centre.

It was agreed to a grant of £5,340.88 for the Ethnic Minorities Law Centre for financial year 2000/2001 subject to funding being agreed by the participating Councils detailed in the report.

PROPERTY DISPOSALS PROCEDURE

18. There was submitted a joint report by the Director of Development Services and Solicitor to the Council (circulated) which proposed for consideration written property disposal procedures and subsequent amendments to the Scheme of Delegation/ Financial Regulations.

It was agreed:

- (i) to approve the property disposal procedures as shown annexed to the report;
- (ii) to approve the amendments to Officer delegation and to the Financial Regulations as detailed in paragraphs 3.5 and 4 of the report; and
- (iii) that it be remitted to the Directors of Corporate Services and of Finance to update the Scheme of Delegation and Financial Regulations respectively to incorporate the recommendations contained in the report.

EXCLUSION OF PRESS AND PUBLIC

19. The Committee resolved that under Section 50A(4) of the Local Government (Scotland) Act 1973 as amended the Press and public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in the paragraph of Schedule 7A of the Act as shown against each item.

KILMARNOCK TOWN CENTRE GROUND LEASES - PROPOSED ACCELERATED RENTAL PAYMENT (PARA 9) (Item 1, Page 4244, 96/99)

20. There was submitted a revised report dated 3 February 2000 (circulated) by the Director of Development Services which sought authority to restructure the rental agreements in relation to the Kilmarnock Town Centre ground leases in return for payment of a lump sum accelerated rental payment.

It was agreed that the formula for payment of the ground rent in respect of the Kilmarnock Town Centre ground leases be varied as identified within the report in return for payment of an accelerated rental payment as contained in the report and authorised the Solicitor to the Council to conclude the transaction.

REVIEW OF ORGANISATIONAL STRUCTURE (PARA 1)

21. There was submitted a report dated 20 January 2000 (circulated) by the Chief Executive which recommended restructuring of certain Council Departments to support the Council's future financial position and operational effectiveness.

Councillor McIntyre, seconded by Councillor Jackson, moved:

- (i) to recommend to Council approval of the Departmental and service delivery changes outlined in the report;
- (ii) that the Chief Executive report back to the Committee on 28 March 2000 on the detailed proposals for support functions as indicated in the report together with the outcome of the general consultation with the Trade Unions;
- (iii) with reference to (ii) above to recommend to Council to delegate to the Policy and Resources Committee full powers to determine, on the Council's behalf, the detailed further proposals and the method and timescale for their implementation; and
- (iv) to remit to Officers the pursuit of further negotiations aimed at securing a proportion of advance rental income from Burns Mall to underwrite first year costs as indicated in the report.

Councillor Reid, seconded by Councillor Coffey, moved as an amendment the above motion with the addition that the Chief Executive carry out a review of the Committee structure in order to ensure economy and efficiency in terms of the level of special responsibility allowances being paid.

On a division by a show of hands the motion was carried by 11 votes to 7.

The meeting terminated at 1045 hrs.